

**Village of Cold Spring  
Historic District Review Board  
85 Main Street, Cold Spring, New York 10516**

**Monthly Meeting  
05/11/16**

Members Present: Chair Al Zgolinski; Vice Chair Kathleen E. Foley Members: Carolyn C. Bachan, Andrea Connor, and Sean Conway.

Chairman A. Zgolinski opened the meeting at 8:05 P.M.

K. Foley made a motion to add a workshop for the property at 56 Paulding Ave to the meeting agenda as New Business. C. Bachan seconded the motion and the motion was approved

**1. OLD BUSINESS**

**a. River Architects, 178 Main Street, Nationally-Designated Area of District**

Modification of previously submitted application for: use of windows and doors without simulated divided lights and the addition of operable rear window in the north gable end. K. Foley recused herself because she has done business with River Architects. James Hartford (partner at River Architects) presented photographs and plans describing the requested modification. Hartford noted there was no “cut sheet” for the proposed window.

C. Bachan noted the proposed modification appeared as close to in-kind as possible and had no objection. S. Conway voiced no objection. A. Zgolinski noted the proposed modifications get further away from what has previously been approved by the HDRB. Hartford responded that many changes have been made to the building in the past and that “in many ways we are returning closer to the original.” The Chair called a vote and the proposed modification was approved 3-1. A. Zgolinski cast the No vote, citing that the proposed modifications get further away from what has previously been approved by the HDRB.

K. Foley returned to the meeting.

**2. NEW BUSINESS**

**a. Christine and Ray Bokhour, 9 Morris Avenue, Nationally-Designated Area of the District; Replacement of window on north facade.**

Determination of SEQR type and application for enlarging a window on the north façade. K. Foley moved to classify the application as Type II, noting that the project is proposed for a single-family home; A. Connor seconded, and it passed unanimously.

Michael Robinson, Contractor, represented the property owners. He presented plans and photographs describing the proposed new window. A renovation of the kitchen has provided the owners with an opportunity to enlarge an existing window to provide more natural light. The new window is a 3-gang

unit; each portion six lite over one. The existing window in this location is also a replacement; the new window will be more in keeping with the style of historic windows on the structure.

C. Bachan questioned the use of the shutters shown on either side of the window noting that the Design Standards call for shutters to appear as if they are functioning shutters; those proposed would not close over the proposed window. All board members agreed.

A. Zgolinski expressed a concern about the introduction of a “suburban”-style window into the façade and suggested the possibility of adding trim pieces to create the impression of three discreet, ganged windows. S. Conway concurred. A. Zgolinski also expressed a desire to see a window that would “give more verticality” to the façade.

Robinson responded that such a modification would be impractical “from a construction point of view.”

K. Foley said that she was not concerned since the proposed window was on the side, rather than the front of the house and on an existing addition, or perhaps an enclosed porch. She also noted an existing asymmetry on the north façade, and that she preferred to see the window installed as manufactured rather than in modified form.

K. Foley made a motion to accept the proposed application as submitted; C.Bachan seconded the motion which passed 3-2. A. Zgolinski and S. Conway voted No, stating that they believed the window’s proportions to be inappropriate to the style of the overall structure.

After the vote the HDRB and Robinson agreed that there would be no shutters on the window.

### 3. Workshop

A. Zgolinski moved to enter a workshop session at 8:40pm; C. Bachan seconded the motion and it was approved 5-0.

#### a. **Michelle & Aric Kupper, 56 Paulding Avenue, Nationally-Designated Area of the District.**

Home owners Aric and Michelle Kupper are planning an addition to their property at 56 Paulding Ave and presented revised plans, elevations and renderings for informal HDRB consideration and in preparation for an application to the Board.

Of primary concern to the HDRB was the size and arrangement of windows on the front façade, as well as the size of the new dormers compared to the existing. In particular, the placement of the second floor windows on the west façade, in relation to the porch roof. The Koppers will take the HDRB suggestions to their architect (Highlands Architecture). Another workshop is scheduled for June 8, 2016.

K. Foley made a motion to return to Board Business at 9:10pm. C. Bachan seconded and the motion was passed 5-0.

#### 4. BOARD BUSINESS

- a. The HDRB reviewed the minutes of the meetings held on February 24, 2016, March 9, 2016 and April 13, 2016. There was small discussion about the minutes for each meeting, but all were approved as amended.
- b. Discussion of ongoing Board projects
  - i. **Revised application status.** The HDRB discussed progress on revisions to the HDRB applications, specifically regarding:
    - The need for the C of A and Building Permit to track together. It was agreed that each should be for a period of two years.
    - The need for a renewal to be reviewed by the HDRB; whether a fee should be charged and if so how much. Consensus is that renewals should be reviewed and a fee of \$20 was proposed.
    - Whether a Disclosure Statement should be included in an application or renewal. The purpose of this statement would be to disclose any connection between applicants and members of the board. HDRB will submit proposed Disclosure Statement to the village attorney for review.
  - ii. **SEQR joint session.** C. Bachan summarized the recent joint-standing board discussion of coordinated SEQR review she attended with A. Zgolinski. She noted that for most applications classified it will more likely be the case that the planning board will be the appropriate lead agency. She also noted that it is possible that boards could determine different classifications when reviewing matters under their purview, but the determination of the lead agency would take precedence in the overall process.
  - iii. **SEQR training session.** K. Foley, C. Bachan and S. Conway attended a recent county-sponsored SEQR training session. KF noted two useful items discussed in the session: (1) in adopting a local Type II list, the minimum size for SEQR review could be modified to something more appropriate to the scale of the Village than the state's 4,000 square foot guidelines, and (2) the short-form application may be acceptable for an initial submission in certain cases; this needs to be discussed with the Village Attorney.
  - iv. **SHPO/CLG conference.** S. Conway summarized the conference saying that it seemed to be geared more towards activist and museum organizations. Of the presentations S. Conway attended, each had "bits and pieces" that were relevant to the HDRB.
  - v. **Ordinance Update.** It was agreed that the May 25 workshop will be devoted continued work on the ordinance; the meeting will begin at 7:30pm.

C. Bachan move to adjourn the meeting; K. Foley seconded the motion. The meeting adjourned at 10:20pm.